

Agenda Item Form

Agenda Date: 05/11/04

Districts Affected: N/A

Dept. Head/Contact Information: Airport, Patrick Abeln, (915) 780-4724

Type of Agenda Item:

- | | | |
|---|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input checked="" type="checkbox"/> Other <u>Temporary Appointments</u> | | |

Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☐ Other Source: _____

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

Two employees out on workers compensation injury. Short of staff.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Position already budgeted for 2004

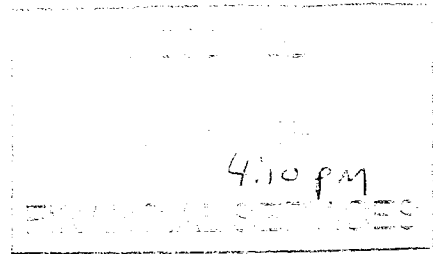
Statutory or Citizen Concerns:

None anticipated

Departmental Concerns:

None anticipated

2004 MAY 6 PM 10 59
CITY CLERK'S OFFICE



EL PASO INTERNATIONAL AIRPORT

Memo

To: Terry Bond, Director of Human Resources
From: Patrick T. Abeln, Director of Aviation
CC: Terry Sharpe, Airport Operations Officer
Date: 4/23/2004
Re: Shuttle Bus Operator Temporary Promotion

U.K.-OMB
DATE: 5-3-04

RECEIVED

APR 26 2004
HUMAN RESOURCES DEPT.
ADMINISTRATION

Reg # 040635

I would like to request a temporary Shuttle Bus Operator position for the El Paso International Airport due to staff shortages. There are two shuttle operators out due to on-the-job injuries. This position is a 24-hour, 7-day a week operation and currently the shuttle operators are on mandatory overtime. The summer season is approaching and it is vital to have a full shuttle bus operation work force as soon as possible.

There are sufficient funds available for this purpose:

- Department I.D. Number 62620002
- Class Number 62000 Security
- Fund Number 40101 Airport Cost Centers

U.K.-CFO
DATE: 5/3/04

Your attention to this matter is greatly appreciated. Please do not hesitate to call me at 780-4736 if additional information is needed.

PTA/la


OMB
OK
4/30

[Home](#) > [Develop Workforce](#) > [Recruit Workforce \(GBL\)](#) > [Use](#) > [Job Requisition Data](#)[New Window](#)[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hire](#)

Job Requisition #: 040635

Status: ADQ-LST

Status Date: 05/05/2004

Position Number: 00002140 

Shuttle Bus Operator

Regulatory Region: USA 

United States



Company: CEP

City of El Paso

*Business Unit: COFEP

City of El Paso Business Unit

Department: 62620006

Airport Parking Lots

Location Code: 049



El Paso International Airport

Job Code: 323500

Shuttle Bus Operator

Regular Shift: N Salary Administration: GS 

Plan:

From Grade/Step: 014  To Grade/Step:   Save Add Update/Display[Requisition Data](#) | [Job Details](#) | [Job Posting](#) | [Basic Eligibility](#) | [Educ/Experience](#) | [Comps/Accomps](#) | [Hired](#)